

Name, Address and Telephone Number of Attorney(s)	
REPRESENTING (NAME):	
Superior Court of California, County of Monterey 1200 Aguajito Road, Monterey, CA 93940	
Plaintiff:	Case Number:
Defendant:	<b>NATURE OF CASE</b>  <input type="checkbox"/> <b>Civil Petition</b>  <input type="checkbox"/> <b>Probate</b>
<b>AT-ISSUE MEMORANDUM, CERTIFICATE OF READINESS</b>	
<input type="checkbox"/> <b>COUNTER AT-ISSUE MEMORANDUM</b>	

1. I hereby represent to the court that all essential parties have
  - a. ☐ been served with process or appeared and this action is at issue as to all such parties.
  - b. ☐ not been served with process or appeared, and this action is not at issue as to all such parties.
2. My parties are ready and they desire to have the case set for trial.
3. I understand that this case will be set for trial without the necessity for further appearance.
4. Calendaring information (ALL ITEMS MUST BE COMPLETED OR AT-ISSUE MEMORANDUM WILL NOT BE FILED).

	NO	YES	
Is a settlement conference requested?			Date complaint/petition filed:
Is a jury demanded? (If yes, jury fee deposit must be received no less than 25 days before trial and reporter fee deposit no less than 10 days before trial).			Estimated time for trial:
Is this action entitled to legal preference? If yes, give code section:			Dates not available for trial: (See #3 for guidelines)

5. Attorney and any party unrepresented by an attorney (Item a must be completed for party (filing):

- a. Name and Address

(1) Attorney appearing (Name):

(2) Telephone Number:

(3) Representing ☐ Plaintiff/Petitioner

☐ Defendant/Respondent

(Name):

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b. Name and Address

\_\_\_\_\_

\_\_\_\_\_

(1) Attorney appearing (Name):

(2) Telephone Number:

\_\_\_\_\_

\_\_\_\_\_

(3) Representing ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
(Name):

c. Name and Address

\_\_\_\_\_

\_\_\_\_\_

(1) Attorney appearing (Name):

(2) Telephone Number:

\_\_\_\_\_

\_\_\_\_\_

(3) Representing ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
(Name):

d. Name and Address

\_\_\_\_\_

\_\_\_\_\_

(1) Attorney appearing (Name):

(2) Telephone Number:

\_\_\_\_\_

\_\_\_\_\_

(3) Representing ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
(Name):

e. Name and Address

\_\_\_\_\_

\_\_\_\_\_

(1) Attorney appearing (Name):

(2) Telephone Number:

\_\_\_\_\_

\_\_\_\_\_

(3) Representing ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
(Name):

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on (date) \_\_\_\_\_, at \_\_\_\_\_, California.

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Signature

ANY PARTY NOT IN AGREEMENT WITH THE INFORMATION PROVIDED ABOVE SHALL, WITHIN 10 DAYS IN CIVIL/PROBATE ACTIONS, SERVE AND FILE A COUNTER AT-ISSUE MEMORANDUM.

PROOF OF SERVICE BY MAIL

I am over the age of 18, a United States citizen employed or residing in the county where the mailing occurred, and not a party to the action. I served a copy of the foregoing by placing a true copy, enclosed in a sealed envelope with postage prepaid, in the United States mail as follows:

Date of deposit:

Place of deposit (County):

Addressed as shown in item 5, excluding item 5a ☐

My ☐ Residence ☐ Business address is:

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on (date) \_\_\_\_\_, at \_\_\_\_\_, California.

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Signature